



CITY OF LAS VEGAS FIRE DEPARTMENT

FIRE PREVENTION BUREAU-INSPECTIONS & ENFORCEMENT DIVISION

604 Legion Drive, Las Vegas New Mexico 87701

(505)425-6321



Fire/Life Safety Complaint Form

NOTE: If you are reporting a life-safety hazard such as locked or blocked exits or means of egress, overcrowding, or any other condition that presents an immediate hazard to life of property, call 911 and we will dispatch the closest station to investigate.

To file a *non-life threatening* fire code complaint after normal business hours, please complete the form below. A fire inspector will follow-up with your complaint the following business day.

Date of Complaint: _____

Disposition Date: _____

Nature of Complaint:

_____ Illegal Burning

_____ Nuisance Condition

_____ Code Violation (Occupancy, Life Safety, No Permit)

_____ Fire Hazard (Visible fire/safety hazards)

_____ Other (Please explain in detail below)

Location of Complaint: _____

Name of Person / Business: _____

Phone Number (if known): _____

Describe Violation (Include specific details such as time of day, what they are burning, and what the hazard is):

Reporting party information must be collected. If the investigation goes to court they may be called to testify as a witness.

Complainant's Name: _____ Complainant's Phone Number: _____

Complainant's Address: _____

City: _____ State: _____ Zip Code: _____

Other method of contact (Number/email): _____

A fire inspector will follow-up with your complaint the following business day.

Department Use Only

Personnel Taking Complaint: _____ Complaint Received: ☐ Phone ☐ In-Office ☐ Email
Forwarded to Inspector: _____ Date Forwarded: _____ Case #: _____